

WEBB COUNTY, TEXAS COMMISSIONERS COURT

PUBLIC NOTICE COMMISSIONERS COURT MEETING

WEBB COUNTY COURTHOUSE 1000 HOUSTON STREET, 2ND FLOOR LAREDO, TEXAS 78040 June 10, 2013 9:00 a.m.

CALL TO ORDER BY THE HONORABLE DANNY VALDEZ, WEBB COUNTY JUDGE

- 1. Roll Call by Honorable Margie Ramirez-Ibarra, Webb County Clerk
- 2. Pledge of Allegiance
- 3. Approval of Minutes for May 28, 2013
- 4. Approval of Bills, Payroll, and Monthly Report
- 5. Communications
- **6.** Public Comment This section provides the public the opportunity to address the Commissioners Court on any items on the Agenda. Members of the public wishing to participate must complete a Witness Card specifying which agenda item they wish to comment on. Each public member will be allowed a total of Three (3) minutes within which to make any/all public comments.

COURT TO DISCUSS AND ACT ON THE FOLLOWING:

Honorable Danny Valdez, Webb County Judge

7. Status Report and Presentation by the Webb County Risk Management Team (Administrative Services, Wells Fargo, Alternative Services, and Valley Risk Consulting), regarding the goals and objectives of the Risk Management Program, review of policies, and loss information.

Honorable Mike Montemayor, Webb County Commissioner Pct. 1

- **8.** Recognition of the participants in the Webb County 4-H Program for their accomplishments and for qualifying for the Texas 4-H Roundup.
- **9.** Discussion and possible action to appoint an interim director to Slot #2711, Director of Rio Bravo Activity Center; and any other matters incident thereto.

Honorable Rosaura "Wawi" Tijerina, Webb County Commissioner Pct. 2

- **10.** Status report from the Webb County Engineering Department regarding paving project at Colonia San Carlos on Hwy. 359; and any other matters incident thereto.
- 11. Discussion and possible action to accept a donation in the amount of \$1,000.00 from ConocoPhillips to the Bruni Community Center for summer camps and empowering programs; and any other matters incident. [Funds to be deposited into Goods for Public Events, Account #001-6108-6219-2]

Honorable Jaime A. Canales, Webb County Commissioner Pct. 4

12. Presentation with discussion and possible action on the Community Action Corporation of South Texas' (CACOST) mission by representative Doug Hairgrove, Director of Housing/Community Services. CACOST is an agency that seeks approval to use all of Webb County Community Centers and/or facilities in our inner city communities and colonias. Over \$300,000 in funding from the Department of Energy. (DOE) will provide much needed weatherization and home rehabilitation for low-income residents. CACOST will provide staff that will accept, review, and qualify applicants. CACOST will also contract private companies that will perform all approved application work orders; and any other matters incident thereto.

Commissioners Court

- 13. Discussion and possible action to enter an Order prohibiting the sale and use of certain types of fireworks (referred to as "restricted fireworks" as defined to be "skyrockets with sticks" and "missiles with fins") within the unincorporated areas of Webb County during the 4th of July fireworks season and providing a criminal penalty for violation of the Order, and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto.
- 14. Presentation by Protrans International, Inc., ("ProTrans"); with discussion and possible action to approve a county economic development grant agreement between Webb County and ProTrans. The County in accordance with Article III, Section 52-a of the Texas Constitution and Chapter 381 of the Texas Local Government Code under which the county has authority to make loans or grants of public funds for the purpose of promoting local economic development. The grants awarded will be conditioned upon the positive economic benefits derived by the County through the real and personal property investments by "Protrans" of approximately Fifteen Million Dollars (\$15,000,000.00) and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. [Closed Session/Executive Session may be requested pursuant to Texas Government Code Title 5, Subchapter D. Section 551.071 (A) (B) (Consultation with Attorney)]

Honorable Marco A. Montemayor, County Attorney

- 15. Discussion and possible action to approve and enter into a One (1) year lease renewal agreement commencing on July 2, 2013 through June 30, 2014 between Webb County for the Webb County Head Start Program as Lessee and West Drive Business Center, LLC, as Lessor for the property known as Units 6 & 7, Plaza De Oro Bldg. located at 5904 West Drive Laredo, Texas 78041 at a monthly rental rate of \$3,460.00 per month, subject to annual budget appropriation, and authorizing County Judge to sign and execute all relevant documents. [Requested by Aliza Oliveros, Webb County Head Start Director; Account #903-4200-6212]
- 16. Discussion and possible action to enter into a Thirty-Nine (39) month (June 10, 2013 through September 10, 2016) FMV Lease Agreement between Toshiba Business Solutions and Webb County Head Start for a Toshiba Digital Color Copier ES5540CT and a Toshiba Digital Copier ES 456 at a cost of THREE HUNDRED EIGHTY-SIX DOLLARS AND THIRTEEN CENTS (\$386.13) per month for a total amount of FIFTEN THOUSAND FIFTY-NINE DOLLARS AND SEVEN CENTS (\$15,059.07) over the term of the agreement, subject to annual budget appropriation, and authorizing County Judge to sign and execute all relevant documents. [Requested by Aliza Oliveros, Webb County Head Start Director; Account #903-4207-6014]
- 17. Discussion and possible action to enter into a Thirty-Nine (39) month (June 10, 2013 through September 10, 2016) Maintenance Agreement between Toshiba Business Solutions and Webb County Head Start for a Toshiba Digital Color Copier ES5540CT and a Toshiba Digital Copier ES 456 at a cost of TWO HUNDRED FOURTY-EIGHT DOLLARS AND TEN CENTS (\$248.10) per quarter for a total amount of THREE THOUSAND TWO HUNDRED TWENTY-FIVE DOLLARS AND THIRTY CENTS (\$3,225.30) over the term of the agreement, subject to annual budget appropriation, and authorizing County Judge to sign and execute all relevant documents. [Requested by Aliza Oliveros, Webb County Head Start Director; Account #903-4207-6014]
- 18. Discussion and possible action to enter into a Twelve (12) month (June 10, 2013 through June 10, 2014) Maintenance Agreement between Toshiba Business Solutions and Webb County District Clerk for a Toshiba E-Studio 600 Digital Copier at a cost of SEVENTY-FIVE DOLLARS (\$75.00) per quarter for a total amount of THREE HUNDRED DOLLARS (\$300.00) over the term of the agreement, subject to annual budget appropriation, and authorizing County Judge to sign and execute all relevant documents. [Requested by Esther Degollado, Webb County District Clerk; Account #001-1110-6402]

Honorable Rebecca Palomo, 341st District Court Judge

19. Discussion and possible action to approve the following line item transfer:

From:	001-1003-7001	Indigent Defense	\$12,000
To:	001-1003-5601	Administrative Travel	\$12,000

Honorable Oscar Martinez, Justice of the Peace Pct. 4

20. Discussion and possible action to approve the following line item transfer:

From:	001-1044-6005	Postage & Courier Service	\$1,133
To:	001-1044-6002-2	Cellular Phone	\$1,133

Honorable Harold DeVally, Constable Pct. 4

21. Discussion and possible action to approve the following line item transfers:

From:	001-2502-6014	Equipment Rental	\$1,000
To:	001-2502-6004-2 001-2502-6205	Cell Phone Cost Materials & Supplies	\$ 600 <u>\$ 400</u> \$1,000

Honorable Martin Cuellar, Sheriff

22. Discussion and possible action to authorize the submission of a FY 2013 Operation Stonegarden (OPSG) grant to the State Administrative Agency (SAA) in conjunction with other eligible law enforcement agencies for overtime, applicable fringe benefits, equipment, fuel/mileage, and maintenance for border security operations and designating the Webb County Judge in all matters related to this grant; and any other matters incident thereto. [OPSG Accounts]

- 23. Discussion and possible action to enter into a Sixty (60) month rental service agreement between Webb County and Pitney Bowes Global Financial Services for the processing of daily mail for the Webb County Sheriff's Office in the amount of ONE HUNDRED FORTY-THREE DOLLARS (\$143.00) per month and a total cost of \$8,580.00 over the Sixty (60) month agreement term, and to grant an exemption in accordance with the Texas Local Government Code Section 262.024 (Discretionary Exemptions)(4) professional services, subject to annual budget appropriation, and authorizing the County Judge to sign and execute all relevant documents. [Account #001-2001-6014]
- 24. Discussion and possible action to enter into a Sixty (60) month service agreement between Webb County and Stericycle for the collection, transportation, treatment and disposal of all regulated medical waste generated by the Webb County Jail during the term of the agreement in the amount of FIVE HUNDRED DOLLARS AND TEN CENTS (\$500.10) per month and a total cost of \$30,006.00 over the Sixty (60) month agreement term and to grant an exemption in accordance with the Texas Local Government Code Section 262.024 (Discretionary Exemptions)(4) professional services, subject to annual budget appropriation, and authorizing the County Judge to sign and execute all relevant documents. [Account #001-2062-6209-04]
- 25. Discussion and possible action to amend the Webb County Personnel Policies in connection with the planned implementation of the Time and Attendance system for Webb County employees; and any other matters incident thereto. [Closed Meeting/Executive Session is requested pursuant to Texas Government Code Title 5, Subchapter D, Section 551.071 (A) (B) (Consultation with Attorney)]
- **26.** Discussion and possible action to approve the following line item transfers:

From:	001-2600-6202	Uniforms	\$ 4,000
	001-2001-5003-B	Overtime Collective Bargaining Agreement (CBA)	\$ 7,500
	001-2060-5003-A	Overtime Holiday Collective Bargaining Agreement (CBA)	\$10,000 \$21,500
To:	001-2060-5003-B	Overtime Collective Bargaining Agreement (CBA)	\$21,500

Honorable Delia Perales, Treasurer

27. Discussion and possible action to approve Depository Pledge Agreement with Commerce Bank whose securities will secure the deposit of Webb County Depository monies with said bank and authorizing the County Judge to sign all relevant documents.

Administrative Services

- **28.** Discussion and possible action to extend Webb County's Agreement with Laredo Examiners, a 3rd Party Administrator of the Webb County Drug & Alcohol Program for a period from June 10th to no later than August 9th, 2013. The Services provided are those which are required to implement and maintain the Webb County Drug & Alcohol Testing, and any other matters incident thereto; and to authorize the Webb Judge to execute all relevant documents.
- **29.** Discussion and possible action to select dates to conduct annual performance evaluations for the Webb County Department Heads; and any other matters incident thereto.
- **30.** Discussion and possible action to acknowledge receipt of settlement from insurance carrier OneBeacon regarding recent property damage to the Community Supervision and Corrections Department Restitution Center in the amount of \$40,682.51 (Forty Thousand Six Hundred Eighty-Two and Fifty-One Cents), and to authorize the County Judge to execute all relevant documents; and any other matters incident thereto. **[Account #001-0114-9201]**

Building Maintenance

31. Discussion and possible action to approve the posting and filling of the following vacant Slot, subject upon the availability of payroll funds and any applicable Civil Service timelines and rules:

Slot #	<u>Title</u>	Hourly Rate
0041	Energy Management Technician	\$18.49

32. Discussion and possible action to approve the following line item transfer:

From:	001-0106-6402	Repairs & Maintenance of Equipment	\$ 4,000
To:	001-0106-6224	Minor Tools and Apparatus	\$ 4,000

Community Action Agency

- 33. Discussion and possible action to authorize the Community Action Agency to enter into an annual agreement with Reliant Energy Retail Services, LLC to implement the Community Assistance from Reliant Energy (CARE) Program and accept a donation contribution of \$12,500.00 allocated for Webb County Community Action Agency to assist qualified applicants with energy bills. [Account #902-4202-7004]
- **34.** Discussion and possible action to approve the posting and filling of Slot #1214 (Part-Time Administrative Assistant) at 20 hours per week at \$10.00 per hour with no benefits. Salary for the Slot is grant funded; monies have been allocated for this fiscal year. **[Account #953-4200-3500]**
- **35.** Discussion and possible action to accept grant contract #58120001712 award for the Comprehensive Energy Assistance Program (CEAP) from the Texas Department of Housing & Community Affairs (TDHCA) for Program Year 2013 Contract Start Date April 01, 2013 to Contract end date July 31, 2013, in the amount of FIVE HUNDRED SIXTY-FIVE THOUSAND THREE HUNDRED EIGHT DOLLARS (\$565,308.00) and authorizing the County Judge to sign all relevant documents. **[Fund 911]**

Engineer

36. Discussion and possible action to approve Justice of the Peace #4 remodeling Contract Change Order #3 to Zertuche Construction in the amount of \$23,274.14, increasing the contract amount to \$537,839.24. This change order will also increase the work days by 45 days, increasing the contract to 235 days and authorizing the County Judge to sign all relevant documents. [Requested by Oscar O. Martinez, Webb County Justice of the Peace Pct. 4, Accounts #638-1044-8801, #638-2311 and #604-0101-8103]

La Presa Community Center

37. Discussion and possible action to approve the following line item transfers:

From:	001-6115-5601	Administrative Travel	\$500
То:	001-6115-6205 001-6115-6219-2	Materials & Supplies Goods for Public Events	\$250 <u>\$250</u> \$500

38. Discussion and possible action to approve the posting and filling of the following vacant Slot, subject upon the availability of payroll funds and any applicable Civil Service timelines and rules, effective June 11, 2013:

Slot #	<u>Title</u>	Hourly Rate
2399	Driver Maintenance	\$11.19

Medical Examiner

39. Discussion and possible action to approve a professional services contract between Webb County and The Dictation Source for medical transcription services for the Webb County Medical Examiner's Office, at a cost of \$.10 per 65 character line for a term of One (1) year (June10, 2013 – June 9, 2014) subject to annual budget appropriation, and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Account #001-0109-6022 (Professional Services)]

Planning

40. Discussion and possible action to issue a "Certificate of Compliance with Plat Requirements" to authorize electrical service connections pursuant to Section 232.029 (b), L.G.C., for an unplatted 2.6545 acre tract of land, more or less, out of and part of Porcion 10, Abstract 280, known as Tract 48, Ranchitos IV Los Minerales, as further described in Vol. 1013, Pgs. 493-495, W.C.D.R. (Application ID 2533). Approval limited to Three (3) additional meters for a total of Six (6) meters on this tract.

Purchasing

41. Discussion and possible action to award the following annual contracts. (Solicitations approved on April 22, 2013 and March 11, 2013)

Bid 2014-03 Annual Contract for Flexible Base-Geographic Locations to Bertha Aldrete (North of Bruni Location), Santos Cattle & Game (Oilton Area & North of Bruni Location), Monolo's Ranch (North of IH35 Location), Zeus Construction (Hwy 83 Location)

Bid 2014-09 Annual Contract for Muffler Replacement to Laredo Muffler Shop (Primary)

Bid 2014-24 Annual Contract for Auto Shop Service Repair-To include parts to Laredo Wholesale Auto Dist. (Primary), J.R. Martinez Auto South (Secondary), Rotex (Secondary)

Bid 2014-24-1 Annual Contract for Auto Air Condition repair-To Include parts to Andy's Auto & Bus Air (Primary), Laredo Wholesale Auto (Secondary)

Bid 2014-27 Annual Contract for Liquid Soil Stabilizer to Momar, Inc. (Primary), J&B Industries (Secondary)

Bid 2014-40 Annual Contract for Automatic Transmission Repair to J.R. Martinez (Primary), Lopez Transmission (Secondary)

Bid 2014-43 Annual Contract for Machine Shop Repair to Laredo Machine Shop (Primary)

Bid 2014-57 Annual Contract for Refuse Collection to Trashco (Primary)

Bid 2014-66 Annual Contract for Aggregate 0010 Blend 73/Bin 1" to Vulcan Construction Materials LP (Primary)

Bid 2014-67 Annual Contract for Trap Rock 624 Grade 4 & 5 to Vulcan Construction Material (Primary)

Bid 2014-68 Annual Contract for Auctioneering Services to Cabco Auctioneering Services (Primary)

Bid 2014-75 Annual Contract for Meter Calibration to Sendero South (Primary)

Bid 2014-80 3 month contract for Paper, Toner/Ink, and Water to Executive Office Supplies (Primary-Paper, Secondary- Ink and Toner), The Tree House (Primary- Ink & Toner), Staples (Secondary- Ink and Toner), Patria Office Supplies (Secondary-Paper)

- 42. Discussion and possible action to purchase One (1) copier for Justice of the Peace Pct. 4, Oscar O. Martinez, Pursuant to Sections 271.101 and 271.102, Subchapter F. Cooperative Purchasing Program Texas DIR Contract #DIR-SDD-1686, in the amount of \$4,336.92. [Requested by Oscar O. Martinez, Webb County Justice of the Peace Pct. 4; Account #016-1044-6224 (Technology Fund)]
- 43. Discussion and possible action to purchase Six (6) phones with installation from Summit Communication in the amount of \$1,050.00. [Requested by Ramiro Veliz, Webb County Justice of the Peace Pct 2, Pl 1; Account #016-1042-6224 (Technology Fund)]
- 44. Adjourn

The Webb County Commissioners Court hereby reserves the right to go into closed session at any time during this public meeting, if such is requested by the County Attorney or other legal counsel for the County, pursuant to his or her duty under Section 551.071(2) of the Government Code, to consult privately with his or her client on an item on the agenda, or on a matter arising out of such item.

♦ DISABILITY ACCESS STATEMENT **♦**

Persons with disabilities who plan to attend this meeting and who may need auxiliary aid of service such as interpreters for persons who are deaf or hearing impaired, readers, or need large print are requested to contact the court administrator at (956) 523-4622.

DATED THIS 7th DAY OF JUNE, 2013
By: Melinda Mata Court Administrator
CERTIFICATION OF NOTICE AND POSTING
, the undersigned, County Clerk, do hereby certify that the above notice of meeting of the Nebb County Commissioners Court, is a true and correct copy of said notice, and that I posted a true and correct copy of said notice on the bulletin board at the Courthouse door of Webb County, Texas, at a place readily accessible to the general public at all times on the $\frac{7^{th}}{t}$ day of lune, $\frac{2013}{t}$ and said notice remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.
DATED THIS 7th DAY OF JUNE, 2013
MARGIE RAMIREZ IBARRA, COUNTY CLERK, WEBB COUNTY, TEXAS
BY: Margie Ramirez-Ibarra, County Clerk